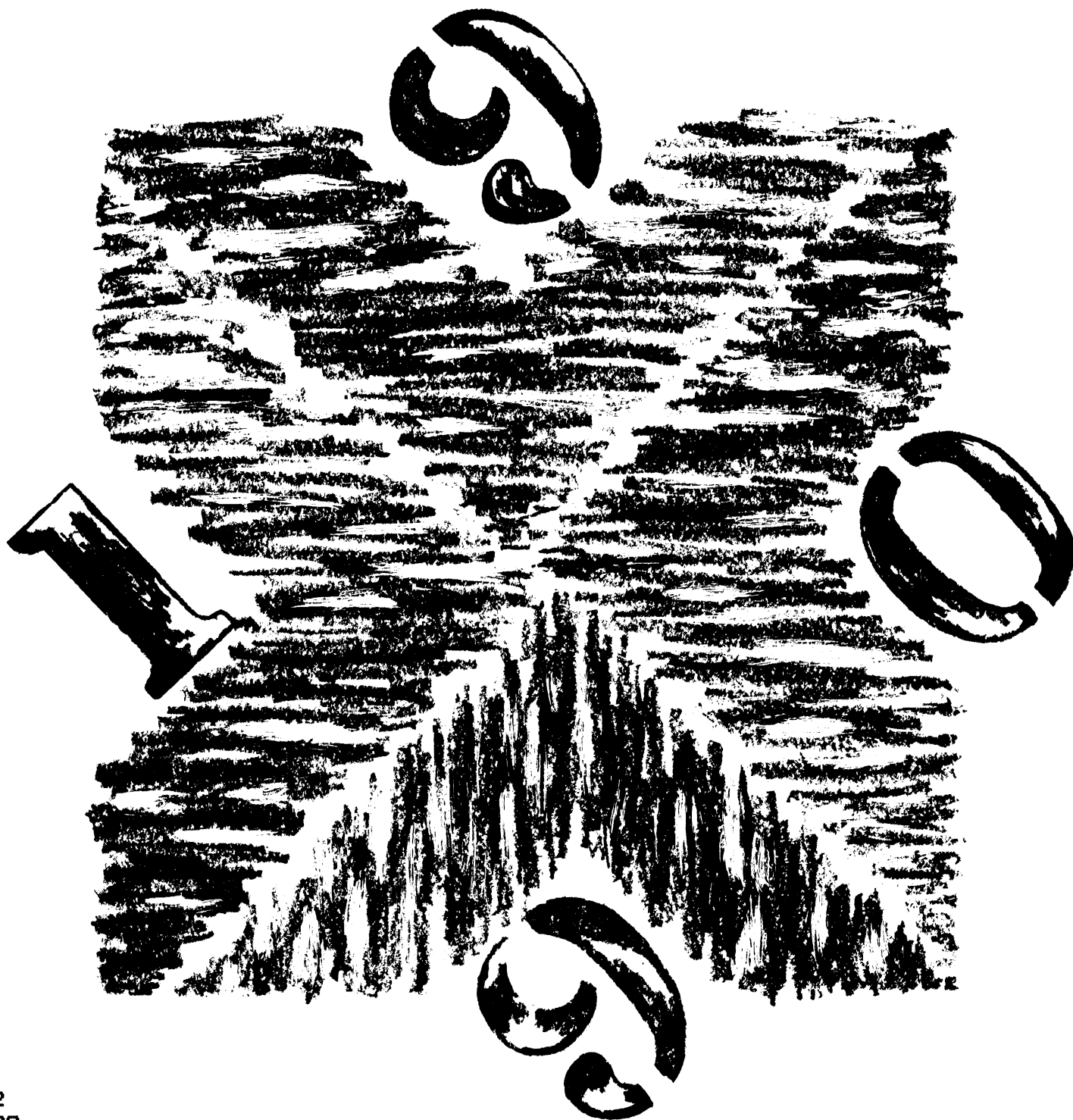


# Missouri State Library

## Annual Report – 1990



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Office of the Governor  
State of Missouri

## Proclamation

WHEREAS, the Governor's Conference on Library and Information Services will be held November 16-17, 1990; and

WHEREAS, libraries and information services are sources vital to increasing literacy among the citizens of Missouri and are essential to the establishment of lifelong learning patterns; and

WHEREAS, libraries and information services are the clearinghouses that assure all citizens access to information that affects their daily lives, assists in decision making, and provides for the development of a knowledgeable electorate, thus supporting the democratic tenets of this nation:

NOW, THEREFORE, I, JOHN ASHCROFT, GOVERNOR OF THE STATE OF MISSOURI, do hereby proclaim 1990 as

### THE YEAR OF LIBRARY AND INFORMATION SERVICES

in Missouri and urge all Missourians to become aware of the importance of libraries and information services in developing and maintaining the quality of life for all citizens.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Missouri, in the City of Jefferson, this 2nd day of January, 1990.



*John Ashcroft*  
Governor

Attest: *Ray D. Bryant*  
Secretary of State

**1990-The  
Year of  
Library and  
Information  
Services in  
Missouri**

# From the State Librarian



Each year I have started a journal with the hope that I would be able to capture all of the activities and events of the State Library for one year in one booklet. No such luck. Before the first quarter is completed, I have been pulled in so many different directions, the journal has been left in so many different places, and the activities of the State Library are so diverse that keeping a daily journal becomes out of the question.

Our activities increased tremendously over the year in our role as a special library for state government and elected officials. More requests were made for our services, and more uses were made of these services. In our role as public library advocate, we tripled our efforts throughout the state in workshops, consulting activities, training, and technical support. Unfortunately, the financial picture was clouded by a reduction in state aid to public libraries. Federal funds, as always, are never enough. Grant proposals for Titles I, II and III have shown significant increases each year. Total requests for funds are usually twice or more as much as the funds available for making grants. As the provider of library services to the blind and physically handicapped, we are experiencing more growth than our small staff can handle.

This has been the first year that we have been able to bring back the week-long institute designed for staff working in small public libraries and to provide financial support for public library staff to obtain M.L.S. degrees. The year culminated in a most successful Governor's Conference on Library and Information Services, with delegates from across the state deliberating on the need for improved library services to the residents of Missouri.

As I reflect on the Coordinating Board for Higher Education's public policy goals for libraries and how to meet those goals, it is difficult to focus on planning ahead, given the economic condition of the state. There are still many Missourians without easy access to libraries, many areas of the state with high illiteracy rates, and more demands for support services in the state than our current staff can manage. One of the strongest resources of the State Li-

brary is the dedication and cooperative spirit of staff. This dedication and spirit have not diminished, even with the constant threat of budget cuts.

On the bright side, within the next four or five months, the State Library and Wolfner Library for the Blind and Physically Handicapped will move to new quarters in the State Information Center. With this move, the staff will carry with it a renewed determination to provide quality services in each of its areas of responsibility.

As state librarian, I will endeavor to improve all of the State Library's operations, recognize dedication to service, develop a closer working relationship with the General Assembly, seek increased funding for library activities, and become a more visible entity within the community and the state.

*Monteria Hightower*

Monteria Hightower  
Associate Commissioner for Libraries  
and State Librarian

*The development of reading, thinking, listening, speaking and writing skills is a lifelong endeavor. Formal education in elementary and high schools as well as in colleges and universities is but a small part of one's total education. We receive the other essential parts from other agencies; among these, none is more important than the library.*

*Indeed, the library is needed today perhaps more than at any other time in the history of our state and nation.*

*Long-Range Plan for  
Missouri Library Services  
1990-1995*

In 1907, the Missouri General Assembly designated a State Library Commission to provide books to citizens living in areas outside the cities, which had earlier been authorized to establish public libraries. The Missouri State Library was created in 1946 as the official library agency of the state. A new law in 1955 placed the State Library under a six-member commission. Almost 20 years later, the State Library became a part of the Coordinating Board for Higher Education as a result of The State Omnibus Reorganization Act of 1974. In 1977, the State Library assumed direct management of the Wolfner Library for the Blind and Physically Handicapped, which until that time had been operated by the St. Louis Public Library.

Under the Coordinating Board, the State Library addresses four public policy goals by:

- Providing state government access to state and federal documents and reference materials
- Ensuring qualified Missouri citizens access to materials and equipment for the blind, visually and physically handicapped
- Ensuring Missouri citizens access to library materials in an efficient and effective manner through resource sharing and library networks
- Strengthening the economic, educational, civic and cultural resources of Missouri by increasing the availability of information.

#### The State Library...

- functions as the official library for state government
- administers the state aid program for tax-supported public libraries
- awards federal Library Services and Construction Act (LSCA) funds to libraries for special projects or to meet specific needs
- provides special reading materials to blind and physically handicapped residents of Missouri
- offers consultant services to Missouri library personnel
- sponsors workshops and in-service training institutes for librarians and library trustees
- serves as the depository for publications from the state and federal government
- coordinates the statewide database of library materials
- oversees the activities of the State Census Data Center.

The State Library has a collection of approximately 600,000 items, including books, government documents, periodicals, microforms, pamphlets, and audiovisual materials. Within the State Library are three sections: Government Services, Library Services and Networking, and the Wolfner Library for the Blind and Physically Handicapped. The Administrative Division has an oversight function of all sections and includes the Publications and Special Projects Office and the LSCA Program Office.

## Service to the State of Missouri



# Government Services

Providing information to elected officials and state government employees is one of the State Library's most important functions.

In addition to a general collection, the library maintains a large reference collection of encyclopedias, dictionaries, indexes, periodicals, and newspaper clippings to enable its staff to answer questions on every subject imaginable. Librarians also use online databases as part of a full range of information services.

During 1990, Government Services staff provided answers to more than 6,500 telephone inquiries, many of which involved extensive research and information gathering; others were handled as quick reference questions. The majority of inquiries came from state government, followed by libraries and the general public.

Reference and documents librarians continued to provide computerized literature searches for state agency personnel. These searches are initiated if the library cannot furnish sufficient materials from its collection and the need and time exists to turn to outside sources. Cuts in the general revenue budget will reduce the number of searches during 1991 as the staff look for ways to reduce demands on scarce funds.

The Government Services staff produce two publications regarded by state government employees as essential to their information needs: *Keeping Up*, a daily compilation of newspaper clippings on issues of concern to state legislators, and *Info-to-Go*, a monthly listing of new magazine and journal articles available to state employees through the library.

Section 181.100-181.141, RSMo (Supp 1976) designates the State Library as the official depository for all state publications. Before the enactment of this law, it was often difficult to obtain publications from many government agencies because there was no central distribution system. To ensure the availability of state-generated information, the State Library organized a network of libraries to serve as depositories for state publications.

In 1990, the state documents unit received 860 new documents, averaging 72 documents each month. Of these,

about 660 were monographs or annual reports and the rest were issues of periodical or serial publications. Most of the monographs were distributed to the state depository network, which consists of 35 public and academic libraries. The total number of titles in the state documents collection increased from 41,043 to 42,666.

The state documents librarian produces *Missouri State Government Publications*, a listing of all state publications received by the library each month.

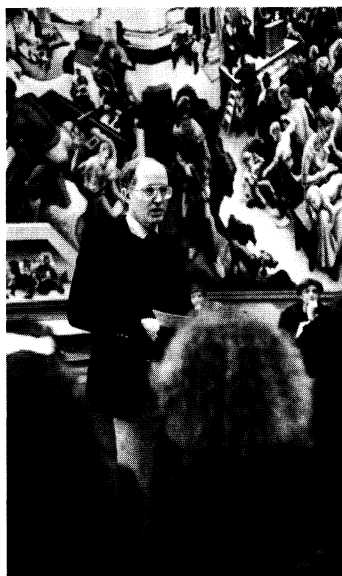
The State Library is a Congressionally designated library for federal documents and houses a collection of 152,433 U.S. government publications. A separate collection of publications from other states also is maintained in the library.

The federal documents unit added 8,122 paper items and 14,033 microfiche items to the collection in 1990. Due to a lack of space and staff, more items are discarded than are added to the collection.

The State Library serves as the lead agency for the State Census Data Center, a cooperative program sponsored by the U.S. Census Bureau and the State of Missouri. The center's purpose is to assist in disseminating information from and about the census to Missouri citizens. Through contractual arrangements with agencies within University Extension, the cooperation of the Office of Administration, and a network of 40 affiliate agencies throughout the state, the center makes available census data in print, microform, and machine-readable formats. The center also sponsors workshops and conferences for data users, provides speakers for state and local agencies as requested, and publishes a quarterly newsletter, *Missouri Population and Census News*.

In addition to these oversight activities, the center's coordinator received and responded to 314 requests for census data or information in 1990. It is anticipated that the demand for census data will increase dramatically during 1991 as statistics from the 1990 Census are released. The proposed budget cuts would mean that the State Library will be unable to support Census Data Center operations after 1991.

Frank Pascoe, senior associate for government services, addresses legislative interns at the state Capitol. Pascoe and his staff visit the Capitol several times during each legislative session to acquaint legislators and their staffs with State Library services.



Interlibrary loan handles requests for materials not owned by the State Library for the work-related needs of government employees. This unit, operating with two employees, processed more than 7,250 requests for loans in 1990. State agencies requesting the highest percentages of interlibrary loans were the departments of health, social services, and natural resources.

The technical services unit orders and catalogs materials for the collection. The majority of the acquisition work was for periodicals, microfilm, and various standing orders for reference items. Due to a lack of funds, the State Library has almost completely ceased purchasing individual books or monographs and has devoted its resources to journal subscriptions. With fewer books being purchased, the library has had to rely more heavily on interlibrary loan for new books requested by state employees. At year's end, the number of cataloged books totaled approximately 83,000.

#### All in a Day's Work

A reference librarian's work is rarely dull. Each day brings questions and research requests to the State Library on a diversity of subjects. Elected officials and state employees need current information in order to make decisions, write reports, conduct research, and otherwise serve the taxpayers in an effective manner.

A typical day in the Government Services Division brought requests from the following:

- The Governor's Office - a chronology of political activity in Eastern Europe during the fall of 1989. The governor needed the information for a meeting he was attending in Washington, DC. The library's Government Services staff did this research while Governor Ashcroft was flying to DC. They faxed the final research to DC so it was ready for the governor when he landed.

- A legislator - information on the Massachusetts Universal Health Care Plan and its effect on the state's budget. Librarians had a two-hour deadline for this research.

- A transportation planner - the population density of selected metropolitan areas in the U.S.



Representative Everett W. Brown, a member of the Missouri General Assembly, reads the State Library's daily *Keeping Up*.

- The Department of Elementary and Secondary Education - information about parent and community volunteer programs in public secondary schools.

- The Department of Economic Development - as much information as possible on high definition television.

- A regional planning commission - the most recent figure for average family income in Bakersfield, MO.

- A labor specialist - articles from business journals and periodicals on the impact of the Americans with Disabilities Act of 1990 (PL-933) on commercial employment practices.

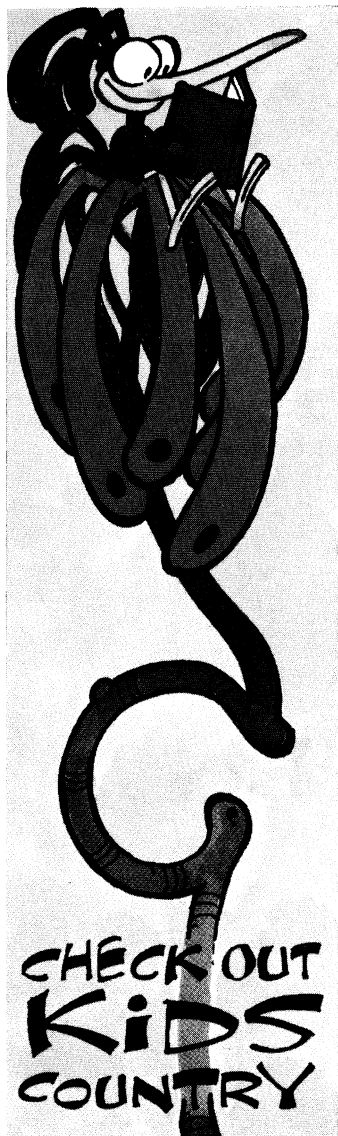
Government Services staff answered more than 13,000 reference questions in 1990.

#### A Look at the Numbers--1990

13,265	Reference questions answered
16,486	<i>Info-to-Go</i> requests filled
584	Database searches completed
4,387	Table of contents service
11,065	Title pages service
2,263	Article requests
277	Books cataloged
4,000	Books weeded
1,623	State documents added
29,240	State documents to depositories
23,053	Federal documents added
7,250	Interlibrary loans processed

# Library Services and Networking

Bookmark created by Tom Eaton of Kansas City for the 1990 Missouri youth summer library program. Eaton has worked as an artist for Hallmark Cards and Scholastic, Inc.



The Library Services and Networking Division provides continuing education training and coordinates services, activities, and resource sharing among all types of libraries throughout the state. Within the division are Youth Services, Consulting Services, Data Collection, and Automation Services.

## Youth Services

The youth services librarian conducted workshops on a regional and state level, planned activities to promote reading among Missouri's young people, and served in an advisory capacity to children's and young adult librarians. Specific projects in 1990 included:

- Provision of a set of materials and an idea manual as well as consultant services for the 1990 statewide summer library program, "Check Out Kids Country"

- Production of two *Titles Reviewed* lists, composed of reviews of current juvenile titles by a statewide committee of youth library staff. These lists were distributed to public libraries, national organizations, and publishing houses

- Recognition of entrants in a promotional Children's Book Week project, "Missouri Moments of Reading," by giving awards and certificates. Twelve outstanding entrants received congratulatory letters from First Lady Barbara Bush

- Presentation of a statewide conference, "Nonfiction for Children and Young Adults in the Public Library," featuring noted children's author Lila Perl, New York, and several regional and local speakers

- Promotion of better procedures in public libraries through a series of five regional conferences, "Building the Collection for Young Readers," presented by Margaret Bush, associate professor of library and information science, Simmons College, Boston

- Consultation with a special committee charged with the production of the *Young Adult Manual for Services in Public Libraries* under the joint auspices of the State Library and the Missouri Library Association

- Contribution of six "Youthview" columns for the State Library's newsletter, *Missouri Libraries*.

## Continuing Education and Consulting Services

The year began with a workshop on the political process designed for library directors and trustees. Held at Lincoln University, Jefferson City, the workshop featured Margaret Warden, a library trustee and former state senator from Montana.

A major continuing education activity was the rebirth -- after a 10-year absence -- of the State Library's summer institute. The week-long institute took place at Stephens College in Columbia, and was directed toward meeting the needs of librarians in small public libraries who have not had access to formalized library education. Seventy-five librarians from all parts of the state attended this institute. Classes were taught by a retired library school dean, a retired library school professor, the West Virginia state librarian, and State Library staff.

Division staff assisted in the compilation of *Guidelines for Missouri Institutional Library Services*. These guidelines, the product of cooperation between the State Library and the Missouri Department of Corrections, help to define the quality of library service which should be available to institutional residents.

In addition, staff worked directly with several institutions, offering consultation in areas such as developing service to prisoners, and assisted the School for the Deaf in Fulton with special projects. The work with the School for the Deaf has already had an impact on statewide library development, including plans for helping local libraries to establish TDD service and providing a back-up service to those libraries working with hearing-impaired users.

Staff produced the 300-page *Guidelines for Missouri Public Libraries* in 1990. This publication contains information on topics such as writing policies, dealing with personnel problems, creating job descriptions, weeding the collection, and designing continuing education for trustees.

The division established a scholarship program, making funds available to assist staff in Missouri public libraries to continue their education at the graduate level. Four library staff members are now attending library



school under State Library sponsorship. Upon graduation, they will return to their libraries to continue service to Missouri residents. The State Library also made funds available to permit several Missouri librarians to attend conferences and workshops for advanced training in specialized areas.

### Data Collection

A major activity of Library Services and Networking was the development and collection of data for all Missouri public libraries. In 1991, that data will emerge as the "Universal File for Missouri," a complete file in machine-readable form.

Staff also conducted three surveys in their ongoing efforts to assess the needs of Missouri librarians. The first showed the reference holdings for public libraries and will result in a series of five regional workshops for small public libraries in 1991. The second queried public libraries on their insurance holdings. Results will form the basis for a risk management workshop to be held in Jefferson City in 1991. The final survey focused on attitudes toward preservation and last copy procedures and indicated special and unique collections in all kinds of libraries.

### M-CAT, the Missouri Library Catalog

The division coordinates M-CAT, the statewide database of library holdings. Many libraries in Missouri participate in the M-CAT project. Using the latest in personal computer and optical compact disc technology, local library staffs can search a computer disc listing more than 3.5 million titles of books, journals, and other materials to determine which libraries in Missouri own a requested item. Nearly 200 public, academic, special, and school libraries contributed their holdings information for the computer listing.

Patrons can borrow materials from participating libraries by requesting the item at their local library. Staff at the local library search the statewide listing for Missouri libraries which own the material and then originate an inter-library loan request to borrow the material. An electronic mail system links many of Missouri's libraries in order to send the request to another library.



Participants of the State Library's summer library skills institute, held at Stephens College, Columbia.



M-CAT lists more than 3.5 million titles of books, journals, and other materials owned by nearly 200 public, academic, special, and school libraries in Missouri.

Participants in M-CAT agree to provide ongoing, updated machine-readable records of their library holdings; to acquire compatible computer equipment to use the CD-ROM product effectively; and to share their library resources with other participating libraries in Missouri. The project is funded through Title III of the federal Library Services and Construction Act.

The goal of the M-CAT project is greater access to library materials and information for Missouri residents through local public libraries.



# Wolfner Library for the Blind and Physically Handicapped

The Wolfner Library serves as a public library for those Missouri residents who are unable to use conventional reading materials. More than 12,000 Missourians receive books and other reading materials in braille, cassette, disk, and large type formats. Wolfner also provides research and readers' advisory assistance to its users. The State Library offers these services in conjunction with the National Library Service for the Blind and Physically Handicapped, Library of Congress.

## Book Collection

Although the book collection showed growth overall, the year saw an extensive weeding of the flexible and hard disk collections due to inadequate storage space. The library is required by the federal government to loan books in a variety of non-standard print formats, recorded cassette, hard and flexible disk. A large-print collection is maintained in Jefferson City and in public libraries around the state.

## Automation Services

A new DEC Microvax 3900 computer system was installed in August with significantly increased memory and disk storage. The conversion to the new system was accomplished with little interruption of services. The automated system is an integral part of the library as it houses the card catalog, patron, circulation, book and magazine collection information.

## Circulation Services

Circulation is the area of Wolfner most visibly affected by inadequate staffing to keep up with the demand for service. There is an average backlog of 25,000 books and magazines. Since staff are unable to keep up with this incoming deluge, patrons experience long delays in receiving new books. Further complicating this situation is the library's inadequate space for operation, which results in staff having to push carts of books into the parking lot each morning and bring them in each evening before closing.

## Machines Lending Services

Playback equipment belonging to the federal government is loaned free of charge to patrons using the books and magazines in recorded formats. The library must maintain an accurate inventory of the various models of equipment, and each machine's current status (including patron assignment, repair status, etc.) is subject to federal audit. As the library's usership increases, so does the machine inventory. Staffing in this area is insufficient for the required federal responsibilities as well as the expectations of patrons.

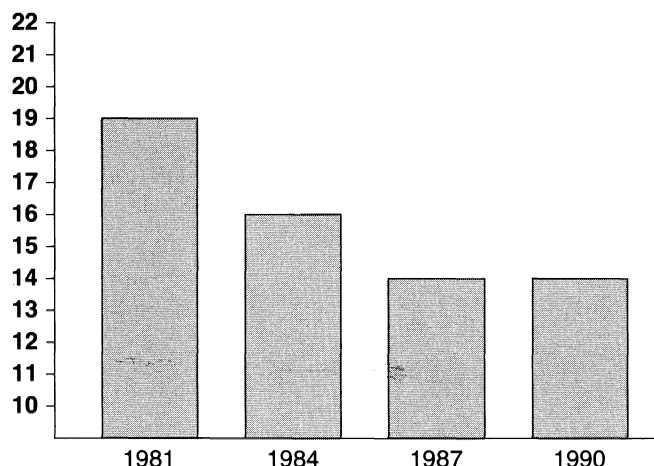
The current federal investment in machines in Missouri is valued at three million dollars. All machine repair is accomplished by volunteers, primarily the Telephone Pioneers of America, with needed parts and supplies provided by the federal government.

## Reader Services

The reader advisory service provides the personal link between user and library. Since the library's single location is inconvenient for the majority of patrons to use in person, the reader advisors must assist patrons in all aspects of the service. Communicating by telephone or in writing (braille), reader advisors start new patrons on the service and then continue to monitor patrons' needs throughout their library use. In addition to providing book selection advice, reader advisors process requests, search for subject interests, and make all service status changes for their patrons.

Since 1981, active users of the library have increased by 85 percent, from 6,665 to 12,298.

**Wolfner Library Staffing 1981-1990**



## Reference and Interlibrary Loan Services

The library does research for patrons on requested subjects. However, because the library's non-print collection does not include reference materials, print reference sources must be used with the added complication of converting that information to the non-standard print format required by the patron. Given limited staffing and funding, the library is hampered in its ability to provide research and produce it in the format requested in a timely manner.

The library serves as an information referral center not only for users' questions about social services but also provides information to other agencies and individuals about handicaps and related resources. Unfortunately, the library does not have sufficient staffing to keep up with the demand for this service.

Since Wolfner is the only library for the blind and physically handicapped in the state, interlibrary loan materials must be acquired from other states. Wolfner seeks interlibrary loans from federal centers as well as the national network of other states' libraries for the blind.

## Children's Services

Wolfner's fourth annual summer reading program, "Check Out Kids Country," was conducted to benefit the more than 500 children using the library.

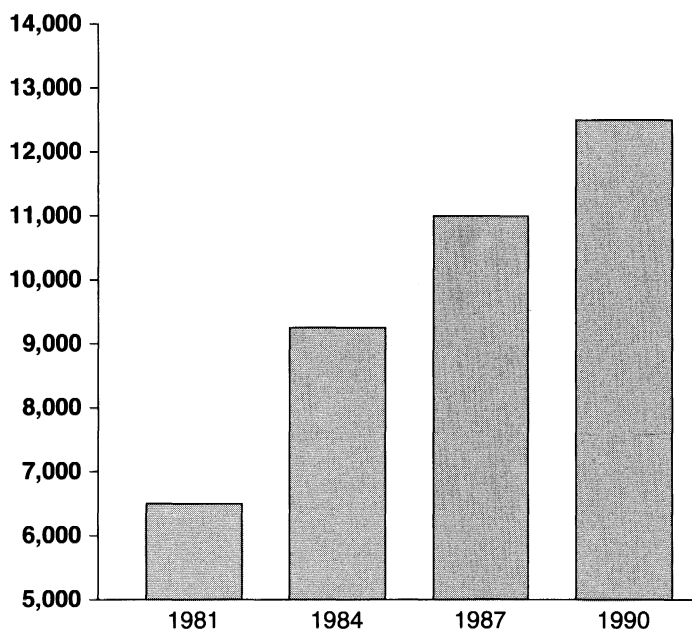
## Public Relations

The library staff made presentations and provided exhibits throughout the year in a continuing effort to acquaint potential users, organizations, and related service agencies with the Wolfner service. Special educational emphasis was made with lectures at the University of Missouri School of Library and Informational Science and at the State Library's summer institute for public librarians. With assistance from the Wolfner Advisory Council, the library has drafted a "Public Education Strategy" with specific promotional goals and objectives. Implementation of this plan is hindered by the lack of personnel.



Paul Mathews and Ginny Ryan, reader advisors for Wolfner Library, with Margaret Bohley, a member of the Wolfner Advisory Council from St. Louis. Reader advisors provide book selection advice, process requests, and work with patrons throughout their use of the Wolfner service.

## Wolfner Library Active Users 1981-1990



# Publications and Special Projects

The Publications and Special Projects Office is under the direction of the state librarian. The staff -- an editor/librarian and a technical assistant -- produce a variety of publications, making available information on State Library activities and those of libraries throughout the state. They work with all State Library divisions in the development of publications and other information necessary to fulfill the State Library's mission. All library publications are designed and typeset in house and made camera ready for printers.

During 1990, the office was involved in a wide range of activities, many dealing with the Missouri Governor's Conference on Library and Information Services. Staff produced pre- and post-conference news releases, the conference program, and other publications and promotional items for conference delegates.

The office issues *Show-Me Libraries*, an award-winning quarterly journal; *Missouri Libraries*, a bimonthly newsletter; *Missouri Population and Census News*, a quarterly newsletter; brochures for State Library programs and workshops; and reports and publications for State Library divisions.

In addition to publications duties, the editor/librarian coordinates the State Library's literacy program. Office staff worked with the library's VISTA literacy volunteer on several major projects in 1990: a statewide survey which brought an 80 percent response and re-

sulted in the publication *Literacy Activities of Missouri Public Libraries*; the compilation of a procedures manual entitled *Libraries and Literacy: A Program Planning Manual for Missouri Librarians*; and the development of a model literacy collection.

## Governor's Conference on Library and Information Services

The State Library participated in the planning for a Governor's Conference on Library and Information Services. More than 200 Missourians attended this conference, which was held November 16-17, 1990 in Jefferson City. Conference delegates represented the library profession, government officials, trustees and friends of libraries, and the general public.

Speakers and discussion groups focused on the themes of democracy, literacy and productivity. Speakers included former Senator Thomas F. Eagleton, Dr. Lois A. Bader, a professor from Michigan State University who is nationally known in the field of literacy, and A. Drue Jennings, president and chief executive officer of Kansas City Power & Light Company.

Conference delegates developed a set of resolutions for the improvement of library service in Missouri and elected 12 delegates and four alternates to represent Missouri at the White House Conference on Library and Information Services, to be held in Washington, DC in 1991.

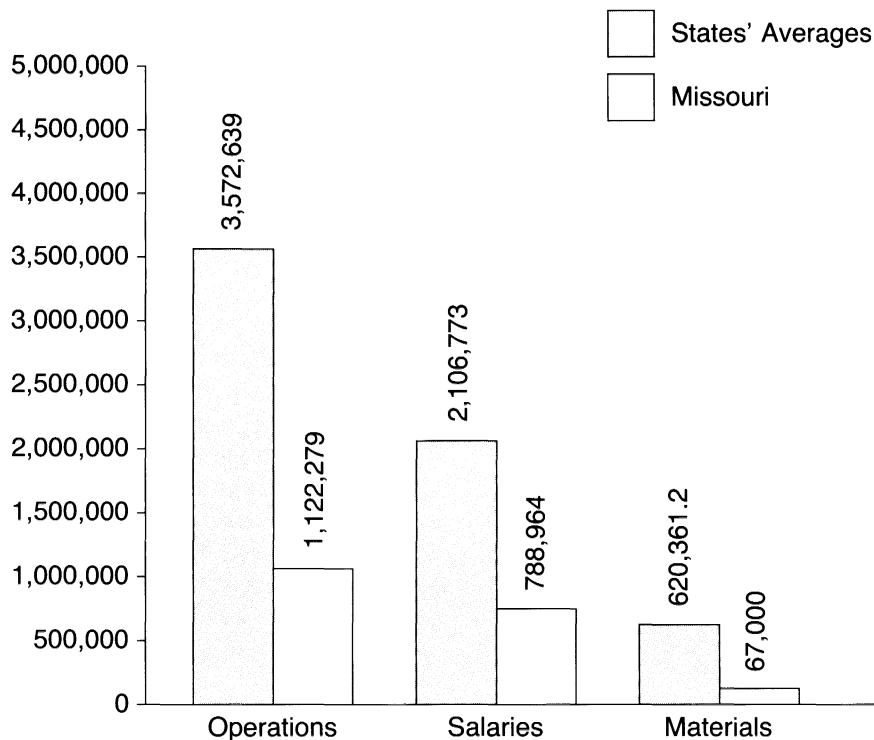
Missouri's White House Conference delegation includes: Andrea Berry, Osage Beach; Dr. Curt Fuchs, Columbia; H. Floyd Gilzow, Jefferson City; Jean Ann McCartney, Columbia; Jean McCreary, Warrensburg; Barbara Noble, Chesterfield; Dr. Thomas Pawley, Jefferson City; Betty Perry, St. Louis; Bob Priddy, Jefferson City; Frederick J. Raithel, Columbia; Edwin Rowold, Jr., St. Louis; and Mindy Joy Shepherd, Columbia. Alternates include: Ada M. French, Kansas City; John Popko, Kansas City; Jewell Smith, Springfield; and Lorenzo Winston, Northwood.

Governor John Ashcroft with Virginia G. Young, Columbia, and Monteria Hightower, state librarian, at the signing of the proclamation designating 1990 as the Year of Library and Information Services in Missouri.



## Facts and Figures

### State Funding for State Libraries Averages of 50 States and Missouri



- Missouri has more than 2,300 libraries serving a population of five million. A breakdown by type includes 136 tax-supported and 24 non-tax public libraries, 202 public library branches, 89 college and university libraries, 45 institutional libraries, 1,740 elementary, junior and senior high school libraries, and more than 100 special libraries.

- Ninety percent of Missouri's residents pay taxes to support public library service. However, 10 percent of the population, in 34 out of 114 counties, does not support or have access to a public library.

- Missouri libraries own more than 29 million books. Fifteen million are in public libraries, with the remainder in academic and special libraries. Accurate figures on the number of books in school libraries are unavailable, as are figures for non-book materials in all types of libraries.

- Twenty nine public libraries serve populations over 25,000, or 81 percent of the state's population. These libraries have 90.5 of the state's library tax income.

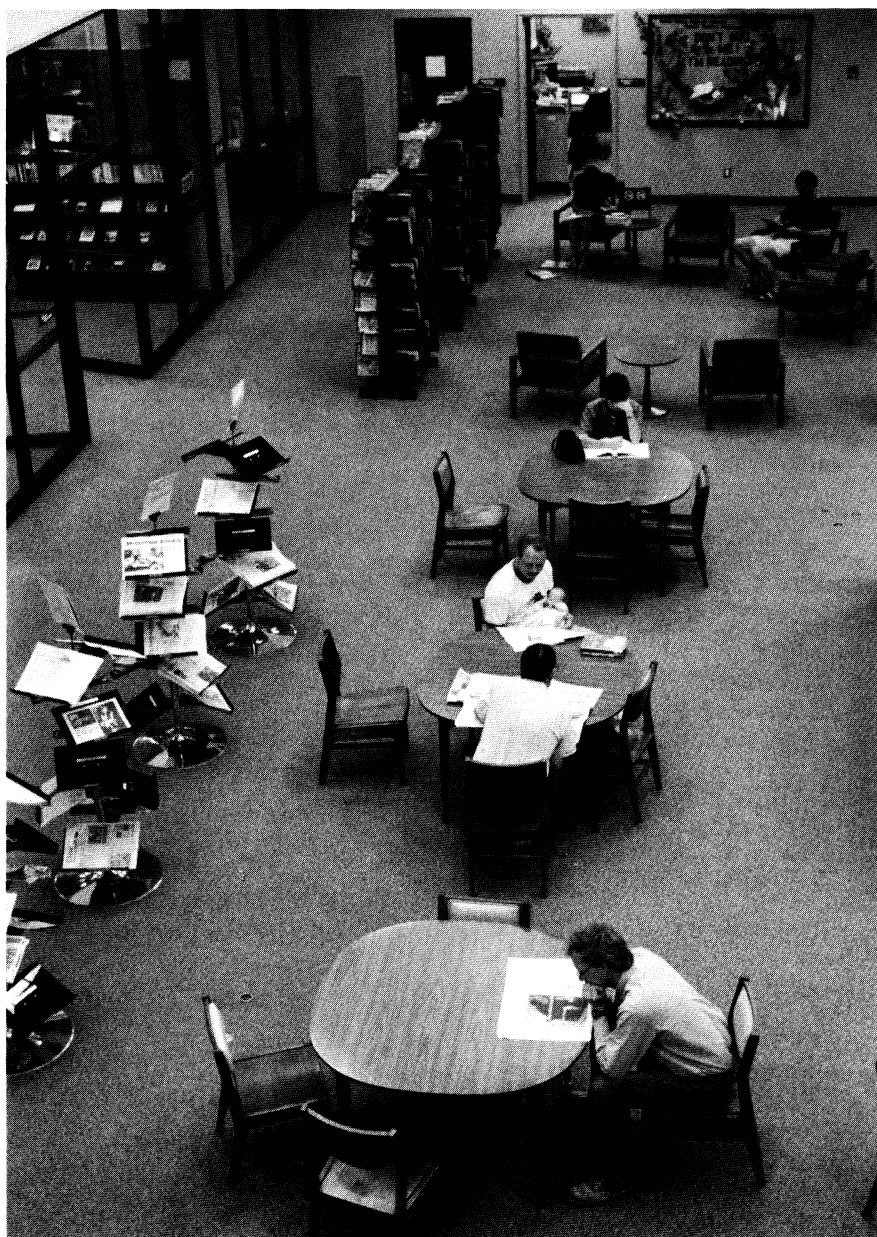
- According to 1990 census figures, 458,965 Missouri residents have no public library service.

### State Library Expenditures--1990

	State	Federal
State Library Operations	\$685,804	\$454,289
Library Acquisitions	63,650	27,621
Wolfner Library	307,554	44,000
Wolfner Materials		918,740
Wolfner Equipment		1,418,740
<b>Total</b>	<b>\$1,057,008</b>	<b>\$2,863,390</b>

# Federal and State Grants

LSCA Title I grants provide funding for the improvement of public library services. Shown below is the newspaper and magazine reading area of Daniel Boone Regional Library, Columbia.



The State Library administers a grant program with funds provided through the federal Library Services and Construction Act (LSCA). Under Title I of the act, grants are made to public libraries and to libraries in state-supported institutions to improve library service. Under Title II, grants are made to public libraries for construction or renovation of library buildings. Under Title III, grants are made to groups of libraries for cooperative programs and resource sharing. These groups may include public, academic, school, and special libraries. All grants are awarded on a competitive basis.

## LSCA Title I

Title I projects included two train-

ing grants, two regional consultants, five technology improvements, four records conversions, 10 collection development programs, and five children's/young adults/parenting materials collections. Wolfner Library for the Blind and Physically Handicapped continued to receive support. Grants to six institutions for materials and equipment improved service to the institutionalized. Projects also included support for State Library staff who developed workshops and training programs, offered consulting services on all facets of library operation, kept the library community informed, and promoted automation and new technologies among libraries.

Four Major Urban Resource Libraries (MURLS) received grants for collection development, with the stipulation that this material be made available to libraries throughout the state. Also funded were seven projects for the elderly, one community referral project, and six literacy programs.

Title I funded projects initiated by a VISTA volunteer at the State Library who gathered information on literacy programs in the state and made this information available to libraries. The VISTA volunteer and Publications and Special Projects Office staff assembled a model collection of materials for use by literacy providers and prepared a procedures manual for library literacy program development.

Projects for the handicapped included a telecommunications device for the deaf and hearing impaired and computer equipment to hold the records of and improve service to the users of Wolfner Library for the Blind and Physically Handicapped.

Title I provides the funding to administer the federal program at the State Library.

## LSCA Title II

The purpose of the Title II program is to provide funding for construction of library facilities. Construction projects may include renovation of existing library buildings, conversion of buildings to library facilities, or construction of new facilities. Provision of handicapped access to library buildings (new or existing) is the number one priority of the program.

The Title II program provides matching grants for construction purposes. The local library must have at least 50 percent of the total project cost on hand before a grant may be considered. This local match may be raised from any source -- fund drives, donations, tax levies, bond issues -- with the exception of other LSCA grant funds. In-kind donations of labor and materials are not eligible for use as matching funds, although they may be used to reduce the overall project cost.

Title II funds may be used only for construction. Other related expenses such as architect's fees and site acquisition may be used as part of the local library's matching funds, but will not be reimbursed by the grant. Once a Title II grant is awarded and construction begins, the local library must pay all construction costs and submit the paid invoices to the State Library for reimbursement. For every dollar spent on construction, the library will be reimbursed 50 cents.

Last year, three Title II grants were awarded to Missouri libraries: Scenic Regional Library, Union -- for construction of a new regional headquarters building; Palmyra Bicentennial Library -- for renovation of a bank building for library use; and Flat River Public Library -- for construction of an addition to the existing library building. Of these projects, two are currently under construction; Palmyra's renovation has been completed.

Due to the nature of construction projects, Title II funds may be carried over from one fiscal year to the next. Thirteen construction projects funded in previous years are still in progress or were recently completed.

### **LSCA Title III**

Title III funds supported the statewide database and paid for its telecommunications costs. Other grants were made to four libraries for resource sharing, to 27 libraries for telefacsimile equipment, and to 17 libraries for software needed to participate in a test of a new telecommunications system.

This title partially funded the state pre-conference to the White House Conference on Library and Information Services as well as the conference planning activities and publications.

### **State Aid to Public Libraries**

State Aid to Public Libraries is authorized by Section 181.060, RSMo, which also contains the formula for distribution of funds. A public library is eligible for participation in the state aid program if the library receives tax support equal to at least 10 cents on the one hundred dollar valuation during the year preceding the year in which the grant is made.

The law provides for one-time grants to newly established city, county, or regional libraries supported by tax funds. The amount of the establishment grant is at the discretion of the state librarian. Jefferson County was the last recipient of such a grant in September 1990 at the rate of 50 cents per capita.

Provision is also made in the law for equalization grants to county or regional libraries in which 10 cents or more local tax does not yield one dollar per capita. Although such grants are still legally possible, it has been a number of years since any tax-supported library in the state failed to receive one dollar or more per capita of local tax income.

When grants for establishment or equalization are not made, all the funds appropriated are allocated to eligible public libraries on the basis of population served by those libraries.

Each library wishing to participate in the program must submit evidence that the minimum tax has actually been assessed and levied in order for that library to be eligible for state aid.

An LSCA Title II construction project underway at Grundy County-Jewett Norris Library, Trenton.





# Contract Services and Advisory Groups

## State Library Contract Services

- **Audiovisual support:** The Missouri Libraries Film Cooperative provides both a basic level of 16mm film service and rotating collections of videocassettes to any public library in Missouri which requests these services.

- **Computer tape back-up:** St. Charles City-County Library transfers holdings records submitted by public libraries on floppy disks to 9-track computer tape. St. Charles also retains copies of all records as a back-up for local libraries.

- **Consulting support:** Kinderhook Regional Library, Livingston County Library and Poplar Bluff Public Library provide consulting services to public libraries in their geographic region. Services include automation support at the local level, continuing education programs and general consulting.

- **Large print:** Springfield-Greene County Library, Adair County Public Library and Kansas City Public Library provide rotating collections of large-print materials upon request to public libraries throughout Missouri.

Beth Eckles, senior associate for the Wolfner Library for the Blind and Physically Handicapped, meets with members of the Wolfner Advisory Council.



## Advisory Groups

- **Wolfner Advisory Council --** This council is composed of library users and representatives from related service agencies. Meeting three times a year, the council advises the Wolfner staff on library service issues. In 1990, the council met with the National Library Service staff from the Library of Congress to work on service needs and issues, with specific emphasis on the library's ongoing staffing and facility shortcomings. The council will work with the library on the development of a long-range plan specifically for the Wolfner Library, which will provide a basis to prevent significant staffing and space problems in the future.

- **Automation Advisory Committee --** This committee provides out-state input into statewide library automation plans. In addition, an Ad Hoc Inter-library Loan (ILL) Committee, made up of those actively involved in using the ILL communications system, was created to keep the State Library aware of perceived needs in this important area. The ILL committee, composed of 25 pilot libraries, tested Brodart Automation Company's "Director" electronic mail system in 1990 and helped to identify problems in that system. The results of that test led to Brodart's redesign of the system.

- **LSCA Advisory Committee --** This committee includes representatives from public, academic, institutional and special libraries. It meets twice a year to evaluate all LSCA grant applications submitted to the State Library and to make recommendations on project funding to the state librarian.

- **Library Advisory Committee --** This committee, appointed by the commissioner of higher education, represents all types of libraries. Its function is to advise the Coordinating Board for Higher Education on the issues affecting Missouri libraries.

- **Missouri Library Association --** Many State Library staff members work on committees of or serve in an advisory capacity to this statewide professional organization.



## Administrative Staff

Monteria Hightower, Associate  
Commissioner for Libraries and State  
Librarian

Stan Gardner, Assistant Commis-  
sioner for Libraries and Assistant State  
Librarian

William Davis, Senior Associate,  
Library Services and Networking

Elizabeth Eckles, Senior Associate,  
Wolfner Library for the Blind and  
Physically Handicapped

Frank Pascoe, Senior Associate,  
Government Services

Patricia Behler, Associate, Youth  
Services

Marlys C. Davis, Associate, Census  
Data Center/Building and Space Plan-  
ning

Madeline Matson, Associate, Publi-  
cations and Special Projects

Frederick J. Raithel, Associate,  
Automation Services

Frances McKinney, Coordinator,  
LSCA Program

## Departments

Automation Services	751-0331
Census Data Center	751-0970
Central Services-Mail Room	751-2716
Documents-Federal	751-4552
Documents-State	751-3075
Interlibrary Loan	751-2696
Library Services/Networking	751-3033
LSCA Program	751-0586
Publications/Special Projects	751-2680
Reference Services	751-3615
Technical Services	751-3596
Wolfner Library	751-8720
Youth Services	751-2679

Wolfner Library	
Toll-Free	800-392-2614
Library Services	
Toll-Free	800-325-0131

# State Library Directory

The State Library will move in  
the spring of 1991 to the State In-  
formation Center, currently  
under construction near the  
Capitol in Jefferson City.



# Credits

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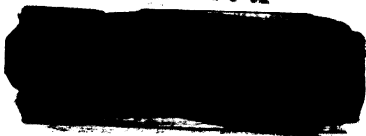
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